

STATE OF IOWA

TERRY BRANSTAD, GOVERNOR
KIM REYNOLDS. LT. GOVERNOR

DEPARTMENT OF EDUCATION

JASON E. GLASS. DIRECTOR

RE: Getting started with the Iowa Healthy, Hunger-Free Kids Act additional 6-cent reimbursement process

August 3, 2012

The purpose of this letter is to assist SFAs to start the certification process for the additional 6-cent reimbursement identified in the Healthy, Hunger-Free Kids Act (HHFKA). The Nutrition Standards went into effect July 1, 2012 and gives the SFA an opportunity to earn more money per reimbursable lunch. The additional 6-cent reimbursement will apply to lunches served after October 1, 2012 by SFAs certified to be compliant in the Nutrition Standards. Please remember that even if an SFA chooses not to apply for the additional 6-cent reimbursement, the new meal patterns must still be followed.

SFAs will have two choices of nutrient analysis documentation to submit with the USDA Menu Worksheet:

- the USDA Simplified Nutrient Assessment
- a Nutrient Analysis using USDA approved software, found at this link -http://healthymeals.nal.usda.gov/menu-planning/software-approved-usda-administrative-reviews/list-approved-software-nsmpsmi

Attached to this letter is a list of materials you can start gathering now, before starting the certification process to make it easier. A checklist and directions are also included. Please note this is not a quick process; plan on allowing one to three hours per menu submitted.

Regional Trainings are being planned and will be offered throughout the state starting in September. SFAs will be notified via email with details of these workshops. The Department of Education, Bureau of Nutrition and Health Services is finalizing the process for how SFAs will submit the 6-cent certification documents. SFAs will be notified as soon as possible. Please also check our new Certification 6 cent For Meal Program web page for information as it becomes available: http://tinyurl.com/certification-6cents

If you have any questions, please contact Angela Mitchell at angela.mitchell@iowa.gov or 515-725-2626 and Amanda Miller at amanda.miller@iowa.gov or 515-725-2627. Thank you for your continued support of healthy school meals for healthy students!

Sincerely,



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Championing Excellence for all Iowa Students through Leadership and Service

The following is a list of information and materials that should be collected prior to beginning the USDA certification forms.

Having everything prepared ahead of time will simplify the process. Once you have your information gathered, plan for 1-3 hours per menu to complete the application.

| Menu | Into | rma | tinn |
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☐ 1 week's menu for all menus the SFA provides (breakfast and lunch for all grade groups (K-5, 6-8, K-8, 9-12) served and all serving lines) o This menu must be served after October 1, 2012. While menus for August and/or September, 2012 need to meet the new meal patterns they will not be accepted for review as 6-cent reimbursement starts with October meals ☐ The portion/serving size for each menu item, including condiments ☐ The component contribution for each menu item ☐ Child Nutrition (CN) labels and nutrition fact labels for all applicable menu items □ Standardized recipes with calculated component contribution, calories, and saturated fat ☐ Food production records

***To become familiar with the USDA Menu Worksheets, please go to:

http://tinyurl.com/certification-6cents

Additional Resources:

These tools may be helpful

- ☐ Food Buying Guide (updated July 2012) http://www.fns.usda.gov/tn/Resources/foodbuyingquide.html
- ☐ Food Buying Guide Calculator http://fbg.nfsmi.org/
- ☐ Iowa Department of Education Bureau of Nutrition and Health at www.tinyurl.com/schoolnutritionstandards2012 for additional resources such as:
 - Vegetable Sub-group list
 - Menu Planning Tools
 - Iowa Department of Education School Nutrition Standards 2012

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| <u>Name</u> | e(s) of | person(s) filling out certification documentation: | |
| Also t | to be in | cluded with submission: | |
| the pr | ocess fo | ent of Education, Bureau of Nutrition and Health Services is finalizing or how districts will submit the 6-cent reimbursement materials; e notified as soon as possible. | |
| | | ts you prepare should be saved electronically as all applications will be ctronically. | |
| | | eted Document for Submission Checklist for each menu (will be ed with instructions) | |
| | | ttestation Statement for District (will be included with ctions) | |
| | | the completed USDA Simplified Nutrient Assessment OR a completed nt Analysis using USDA approved software for each menu | |
| | Compl | eted Menu Worksheets for each menu | |
| | 1 week's menu for all menus the SFA provides (breakfast and lunch for all age categories served and all service lines). If submitting a one month mer please clearly identify which week is being submitted for review | | |
| Look | king al | head – expected Documents for submission | |
| | recipe, | SFA must determine the calories and saturated fat for a SFA developed use the USDA Super Tracker, www.nutritiondata.com, or other recipe is tools | |
| | 0 | Community Resources | |
| | 0 | Food Production Records | |
| | | | |

o Meal Pattern Webcasts and Meal Pattern Handouts